

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
OCTOBER 13, 2015 – REGULAR SESSION**

The Board of Island County Commissioners (including Diking Improvement District #4) met in Regular Session on October 13, 2015 beginning at 10:00 a.m. in the Board of County Commissioners Hearing Room (Room # 102B), Annex Building, 1 N.E. 6th Street, Coupeville, Washington. Helen Price Johnson, Chair, Richard Hannold, Member, and Jill Johnson, Member were present. The meeting began with the Pledge of Allegiance.

Note: To view the video recording of this meeting, go to the County's [website](#) or directly to [the video](#). If you are interested only in a specific topic, click on the timestamp located on [the agenda](#) for that particular issue to hear the discussion.

WELCOME TO NEW EMPLOYEES – SEPTEMBER

<u>Department</u>	<u>Employee</u>
Juvenile/Superior Court	Matthew Webster
Public Works	Kyle Carlson
Sheriff	Daniel Burns

EMPLOYEE SERVICE AWARDS

<u>Department</u>	<u>Employee</u>	<u>No Years</u>
District Court	Keri Wade	5
Human Resources	Melanie Bacon	5
Human Services	Raven Jirikovic	5
Human Services	Jessica Mati	5
Human Services	Sheilah Weinsheimer	5
Planning	Tamra Patterson	15
Sheriff	Clark Sewell	15
Sheriff	Rick Norrie	25

SPECIAL RECOGNITION

Chris Potts and Keith Lucero, Maintenance Techs
Maintenance/Facilities Department

PUBLIC INPUT OR COMMENTS

[Documents on file with the Clerk of the Board]

Public input or comments were offered by:

- Meredith Penny
- Janet Wright
- Nathan Howard
- Tess Cooper
- Greg Goforth

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
OCTOBER 13, 2015 – REGULAR SESSION**

- Tim Kangas
- Betty Snyder

APPROVAL OF THE AGENDA AS PUBLISHED

Added to the Regular Agenda:

Item 11: Recommendations and Items for Action regarding Planning and Community Development

ACTION TAKEN:

Motion by Commissioner Hannold to add Item 11 to the Regular Agenda, second by Commissioner Johnson. Motion carried 3-0

ACTION TAKEN:

Motion by Commissioner Johnson to approve the Agenda as amended, second by Commissioner Hannold. Motion carried 3-0

CONSENT AGENDA

[Documents on file with the Clerk of the Board]

Pre-audited bills:	\$638,383.80
Vouchers:	\$374,620.68
Electronic funds transfers:	\$505,026.01
Payroll:	\$606,963.88
Minutes:	No minutes presented

Central Services

- Purchase Order No. 10458 – RGen Solutions (Akshat Corporation); Web Design Change Order Nos. IC-101/IC-102 to amend existing Web Design Contract to include implementation. Amount \$118,695 (RM-CS-2015-293/RM-CS-2015-294)
- Purchase Order No. 10203 – Seitel Systems, LLC. to perform IT Network Assessment. Amount: \$12,000 (RM-CS-2015-294)

Human Services

Contract with Sunrise Services, Inc. to provide housing and supportive services to homeless households with mental health challenges (7/1/2015 to 12/31/15) Contract No. HS-36-15; Amount: \$48,500 (RM-HS-2015-311)

Natural Resources

Contract Amendment No. 4 with Puget Sound Partnership revises the start date of Task 5 to allow for the County's billing of services provided from June 29, 2015 forward and revising Task 5 deliverable due dates to align with the overall development process and timeline of the 2016 Action Agenda. Contract No. 2015-01; Amount: No Change (RM-DNR-2015-309)

Public Health

Interlocal Agreement with Skagit/Island Head Start of Skagit Valley College continues to have Island County Public Health provide health consultations by a Public Health Nurse to staff members and families of Skagit/Island Head Start in Island County. Contract No. ITL1516313; Amount: \$1,500 (RM-HLTH-2015-323)

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
OCTOBER 13, 2015 – REGULAR SESSION**

ACTION TAKEN:

Motion by Commissioner Johnson to approve the Consent Agenda as presented, second by Commissioner Hannold. Motion carried 3-0

REGULAR AGENDA

[Documents on file with the Clerk of the Board]

Commissioners

Resolution C-109-15 Proclaiming the Week of October 18-24, 2015 National Friends of the Library Week in Island County

ACTION TAKEN:

Motion by Commissioner Hannold to adopt Resolution C-109-15 Proclaiming the Week of October 18-24, 2015 National Friends of the Library Week in Island County, second by Commissioner Johnson. Motion carried 3-0

Resolution C-110-15 Proclaiming October 2015 as National Breast Cancer Awareness Month

ACTION TAKEN:

Motion by Commissioner Johnson to adopt Resolution C-110-15 Proclaiming October 2015 as National Breast Cancer Awareness Month, second by Commissioner Hannold. Motion carried 3-0

Re-Appointment to Ebey's Landing National Historical Reserve, Position Nos. 4 and 5

ACTION TAKEN:

Motion by Commissioner Price Johnson to re-appoint Fran Einterz to Position No. 4 and Wilbur Bishop to Position No. 5, second by Commissioner Johnson. Motion carried 3-0

ADDED TO THE REGULAR AGENDAHuman Resources/GSA

Recommendations and Items for Action regarding Planning and Community Development

Human Resources Director Melanie Bacon brought forward the resignation of David Wechner, effective October 12, 2015.

ACTION TAKEN:

Motion by Commissioner Johnson to accept the resignation of David Wechner, second by Commissioner Hannold. Motion carried 3-0

Ms. Bacon proposed that in the absence of a Planning Director that the Board separate the Current Use Planning and Long Range Planning functions of the Planning and Community Development Department until the completion of the Comprehensive Plan Update. If accepted, the Board would need to assign leadership to the two separated functions. To ensure that the building permit and current use functions continue providing vital services to the community and at the same time ensure the County continues providing support to the Long Range Planning group, Ms. Bacon and Ms. Marlow recommended that the Board institute the following temporary changes to the leadership structure of the planning functions:

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
OCTOBER 13, 2015 – REGULAR SESSION**

- Assign leadership of the Long Range Planning functions to the Public Health Director on an interim basis until the Comprehensive Plan update is completed; and,
- Appoint a Director of Current Use Planning and Community Development who would report directly to the Board.

ACTION TAKEN:

Motion by Commissioner Johnson to adopt Resolution C-111-15 Temporarily Re-Assigning the Responsibilities and Duties of the Planning Director during the Interim Period without an Acting Planning Director, second by Commissioner Hannold. Motion carried 3-0

Ms. Bacon lastly recommended that the Board authorize the Human Resources Department to bring the following Personnel Action Authorizations to the October 14, 2015 Work Session for discussion:

- Employment Contract with Hiller West (*IC Director of Current Use Planning and Community Development*)
- Status Change Form for Keith Higman (*Interim Director Long Range Planning*)
- Additional Status Change Forms in recognition of others who are taking on added duties under the new interim organization

ACTION TAKEN:

Motion by Commissioner Johnson to authorize the Human Resources Director to bring forward the recommended Personnel Action Authorizations as presented to Work Session on October 14, 2015 for discussion, second by Commissioner Hannold. Motion carried 3-0

PUBLIC HEARINGS

[Documents on file with the Clerk of the Board]

None Scheduled

COMMISSIONERS COMMENTS AND ANNOUNCEMENTS

Board members provided their respective comments and announcements.

Executive Session Announced

Commissioner Price Johnson announced that the Board would briefly recess then meet in Executive Session at 11:30 a.m. as allowed under RCW 42.30.110(1)(i) to discuss with legal counsel litigation or potential litigation. The Executive Session would take place in the Administration Building, Conference Room 217, and is expected to last approximately 1 hour. No announcement in open public session is anticipated.

ACTION TAKEN:

Motion by Commissioner Johnson to recess at 11:02 a.m. until Executive Session at 11:30 a.m., second by Commissioner Hannold. Motion carried 3-0

At 11:30 a.m. the Board reconvened Regular Session and immediately went into Executive Session as provided under RCW 42.30.110(1)(i).

At 12:30 p.m. the Board returned to open session and recessed until 1:30 p.m. for Budget Workshop.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
OCTOBER 13, 2015 – REGULAR SESSION**

BUDGET WORKSHOP

At 1:30 p.m. the Board reconvened for Budget Workshop. The Commissioners met with the Budget Director to review revenue and expenditure estimates, and other matters related to the development of the 2016 Preliminary Budget, as well as conducted additional workshops with the Sheriff and Jail Administrator.

There being no further business to come before the Board the meeting adjourned at 2:35 p.m. following Budget Workshop. The Board will meet next in Regular Session on Tuesday, October 20, 2015 beginning at 10:00 a.m.

**BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON**

Helen Price Johnson, Chair

Richard M. Hannold, Member

Jill Johnson, Member

ATTEST:

Debbie Thompson
Clerk of the Board